

**EAST HEMPFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES**

DATE AND TIME: September 7, 2016

7:00 p.m.

ATTENDANCE: Board Members:

John D. Bingham
Douglas W. Brubaker
G. Edward LeFevre
H. Scott Russell
W. Scott Wiglesworth

Manager:

Robert S. Krimmel

Assistant Manager

Cindy A. Schweitzer

Director of Public Works:

Perry T. Madonna

Director of Planning & Development:

Andrew B. Stern

Chief of Police:

Stephen A. Skiles

The meeting was called to order at 7:00 p.m. by Mr. Russell, followed by a moment of silence and the Pledge of Allegiance.

Public Comment

- Mr. Chuck Grube commented on the excellent condition of the golf course greens. He also complimented the current East Hempfield Police Department and shared a police department report he had found from 40 or 50 years ago.

Consent Agenda:

- a) 46-RFP-03 Woodcrest Villa, Reduce Escrow by \$76, 580.90, leaving balance of \$847,896.59
- b) 09-31-FP Integrity Bank, Reduce Escrow by \$660, leaving balance of \$0
- c) 11-03-RFP1 Homestead Village, Revised Stormwater Management O&M Agreement
- d) 13-05-FP2 Landis Farm Phase 2
 - Revised Stormwater Management O&M Agreement
 - Financial Security Agreement
- e) 15-23-FP Richter Precision, Stormwater Management O&M Agreement
- f) Approval to pay invoices from all funds covering 8/20/16 – 9/9/16 & totaling \$309,290.51
- g) Approval of minutes: August 17, 2016

Following discussion and there being no further comments or questions (Board or Public), motion was made by Mr. Brubaker and seconded by Mr. Bingham to **approve** the consent agenda. The motion passed (5-0).

Action items:

- a) Planning/Land Development
 - Spooky Nook Road: Request to place sign in the right-of-way. Mr. Stern reviewed the request. Following discussion motion was made by Mr. LeFevre and seconded by Mr. Brubaker to **permit** placement of a 24 sq.ft. directional sign at the intersection of Spooky Nook Road and Champ Boulevard as requested. The motion passed (5-0).

- MS4: Proposal from Land Studies to model Little Conestoga Watershed jointly with East Petersburg Borough. Mr. Stern reviewed the proposal. Mr. Mike LaSala was present on behalf of Land Studies. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Wiglesworth to **authorize** Land Studies to proceed with the Little Conestoga Watershed Mapshed Modeling as proposed, at a fixed fee not to exceed \$2,500.00. The motion passed (5-0).

- b) Golf Course contract for netting/poles-practice area. Mr. Krimmel reviewed the September 5, 2016 memo from Jim Micilcavage along with attached specifications and cost estimate received from Cross Country Cowboy for the budgeted driving range netting and pole installation. Following discussion which involved the review of the patented system, motion was made by Mr. Bingham and seconded by Mr. LeFevre to approve the selection of Cross Country Cowboy as the vendor as discussed and in accordance with the quote submitted in the sum of \$69,619.28. The motion passed (5-0).

- c) Centerville Road — Authorization for Task 2-McCormick Taylor proposal – design of temporary traffic signal @ Nolt/Church Street. Following review and discussion of the Centerville Road Detour follow-up memorandum originally submitted by Matthew Goudy, McCormick Taylor, motion was made by Mr. Wiglesworth and seconded by Mr. Bingham to **authorize** McCormick Taylor to proceed with Part 2 of their proposal regarding temporary traffic signal plan at a cost of \$15,800 and submit to PennDOT for approval. The motion passed (5-0).

- d) Warrentless Arrest Resolution #2016-24. Chief Skiles explained the need to have formal written guidelines pertaining to arrests without warrants for certain offenses. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Brubaker to **rescind** Resolution #1996-22 and **adopt** Resolution #2016-24 establishing guidelines for East Hempfield Township Police Officers when making authorized warrantless summary arrests. The motion passed (5-0).

- e) Used Vehicle and Equipment – authorization to advertise for-sale. Mr. Madonna reviewed his memorandum of August 31, 2016. Following discussion, motion was made by Mr. LeFevre and seconded by Mr. Bingham to **approve** the advertising and sale of items as presented and discussed at tonight’s Board meeting. The motion carried (5-0).

- f) Minimum Municipal Obligation (MMO) for pension funding. Mr. Krimmel reviewed his memorandum dated August 29, 2016 regarding the 2017 Minimum Municipal Obligation calculations for the East Hempfield Township Pension Plans. He noted this MMO level of funding is State mandated and is required to be approved by the Board by September 30, 2016. He further advised that the calculations have been reviewed by Mr. Ron Bittner of Univest Municipal Pension Services and are ready for the Board’s approval and certification. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Brubaker to **approve** the calculations submitted so that they may be appropriately certified and incorporated within the 2017 budget. The motion passed (5-0).

Old Business

- CGI Communications – Offer to do online video clips highlighting the Township. Mr. Stern re-opened discussion regarding the CGI Communications proposal and reported his findings about screening of the ads from local businesses. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Brubaker to *move forward* with the services offered by CGI communications. The motion passed (4-1 – Mr. Wiglesworth-no).

New Business - None**Manager's Report**

1. New Electric Contract for 2017: Mr. Krimmel reported he signed a new two-year contract with a new electric supplier, Constellation, a previous supplier, on Wednesday August 31, 2016. The contract starts in July of 2017 and expires July 2019. The new rate is \$.06004 per kilowatt hour. The current rate is \$.08663 per KWh for the buildings energy and street light cost is \$.05671 per KWh. The new contract has only one rate; however, there are still fees from PPL for transmission charges. The savings would be approximately \$15,000 per year on current usage. The Township currently spends \$211,000 annually and Mr. Krimmel provided additional written information for review.
2. Request to Farm Township Property: Donald Stoner a township resident who farms empty Township land on Nissley Road, has asked to further cultivate the 4 acres behind the tree line in order to smooth the area to lessen the wear and tear on his equipment. In conversations with staff, Mr. Stoner indicated that he typically harvests the hay once a year in this area but the ruts are taking their toll on his equipment. He desires to rough plow it and plant barley or winter grain and then grass in the spring for hay harvesting. Mr. Krimmel assured the Board that the property lines will be located and the drainage storm water pipes located near these homes will be pointed out to Mr. Stoner. The Board had no objections. Staff will pursue creating a simple lease with Mr. Stoner to document his use of the land.
3. Police Building Design Progress: Mr. Krimmel reported he asked for a report from Kimmel & Bogrette on their progress with developing the design of the police building addition. They are ready for the next meeting to be held. They also want to know if the meeting should be with the whole board or the committee. The Board agreed to meet with Kimmel & Bogrette at 6:15 p.m. on Wednesday, September 21, 2016 prior to the regularly scheduled Board of Supervisors meeting and to advertise postponement of the Traffic Commission meeting.
4. 2018 Tax Reassessment: The Finance Workgroup asked the staff to investigate when the current reassessment would go into effect. Mr. Krimmel spoke with John Mavrides, the Assessment Office Director, who explained that the final assessment would not go into effect until January 1, 2018 for townships and boroughs and for school districts go into effect in July 2018. The board will have to consider how to manage any increase in assessment as it relates to millage for the 2018 budget. Mr. Krimmel provided a section of the General County Assessment Law that outlines the process.

Other Business:

Minutes of the August 17, 2016 Board of Supervisors meeting were re-opened at the request of Mr. Bingham. Following discussion, motion was made by Mr. Bingham and seconded by Mr. Wigglesworth to amend the minutes as discussed. The motion passed (5-0).

Adjournment

By unanimous consent of the Board, Mr. Russell adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Robert S. Krimmel, Manager/Secretary